

PART IV

OCCUPATIONALLY SPECIFIC SKILLS DEVELOPMENT

The purpose of Part IV is to provide a resource for WBL coordinators, especially Diversified Occupations (DO) teacher/coordinators, to use in developing student instruction in a variety of occupationally-specific skills areas.

The following list of print, video, online, and Internet resources is divided into the five occupation areas most common in Diversified Occupations classrooms in Nebraska. The list is not intended to be all inclusive, but a start for the WBL coordinator to build their library of resources in these occupational areas. As WBL coordinators find additional resources, they may wish to add them to this section.

Whenever possible, WBL coordinators should work closely with the content teacher as a resource person in content areas where he/she has no formal education/training. In situations where there is no content teacher or program at the school, the director of the content area at the Nebraska Department of Education (NDE) should be contacted. An extensive list of resources for each of the following content areas is also provided on the NDE website at **www.nde.state.ne.us**

Agricultural Education Resources

Instructional Materials Laboratory, University of Missouri-Columbia, 2316 Industrial Drive, Columbia, MO 65202, 573-882-2883, www.iml.coe.missouri.edu

Business Education Resources

AIM SchoolLink. Provides information about information technology products and services available to your school or district with a SchoolLink membership. www.aimlink.org/index.htm

Business and Computer Applications. Contains spreadsheet applications as well as numerous middle school applications developed by North Carolina. www.oops.bizland.com/bca.html

NBEA Computer Task Force. Links to all the following are included: Telecommunication, Desktop Publishing, Multimedia, Web Page Development, Distance Learning and Web-Based Classes, Code of Ethics for Information Systems. www.nwmissouri.edu/~oisbe/telecom

Personal Finance Education. Click on the Practical Money Skills icon where you will find financial topics from credit cards to buying a house, budgeting, saving and investing. Each topic includes lesson plans, student activities, handouts, overheads and quizzes. www.edgate.com

Virginia's Business Education Courses. Provides help for planning or revising curriculum and/or course offerings. www.pen.k12.va.us/VDOE/Instruction/CTE/be

Web-based courses in Microsoft, Oracle, Cisco, Novell, Netscape, Lotus, A+ Certification, and Network+. Central Community College. nebtrain.cccneb.edu

Family and Consumer Sciences Resources

ProStart Program. Introduces students to food service and hospitality concepts. HELP - Hospitality Educational Learning Program. Hospitality Education Foundation, Nebraska Restaurant Association, Suite 6, Lincoln NE 68510, 402-483-4999.

Industrial Technology/Trades and Industry Resources

Primedia Workplace Learning. CD Rom industrial training modules including: maintenance training, safety

training, electrical maintenance, mechanical maintenance, hands-on hardware. Primedia, 800-251-6018. www.workplacetraining.com

Technical Skills CD-ROM Training Materials. Schoolcraft Publishing, 750 Lake Cook Road, Buffalo Grove, IL 60089, 800-837-1255. www.schoolcraftpub.com

Marketing Education Resources

BizTech - Internet-based computer lab experiences along with virtual field trips, an on-line business plan, quizzes and a game. National Foundation for Teaching Entrepreneurship, www.nfte.com

Pro/Tech Career Planner, based on the 2000 National Marketing Education Standards, provides individual assignments, individual or group projects, core competency lists, LAP references, sample assessments, training plans, competency profiles, and reading assignments. Marketing Education Resource Center, 1375 King Avenue, PO Box 12279, Columbus, OH 43212-0279, 613-486-6708. www.mark-ed.org

Additional Resources

The following resources are provided to assist WBL Coordinators in providing instruction in all of the occupational areas.

Career Launcher - The Integrated Career Pathways Curriculum. Provides comprehensive career information about 240 individual jobs, 40 in each career pathway. www.careersolutionsgroup.com/careerlauncher.htm

ERIC Clearinghouse on Adult, Career, and Vocational Education, Center on Education and Training for Employment, College of Education, The Ohio State University, 1900 Kenny Road, Columbus, OH 43210-1090. www.ericacve.org

Nebraska Vocational Curriculum Resource Center provides resources, curriculum assistance and materials for examination. Materials may be checked out for a two-week period. This website can be searched by keyword, author, title, etc. nvcrc.unk.edu/

NovaNET Computer Aided Instruction. Curriculum library includes: Technological Foundations I, Keyboarding and Computers, Employability/Workplace Skills II & III, Business Management Technology, Business Communications, Administrative Support III, Sales and Marketing III, Information Processing III, Financial Services III, Human Services Technology II, Child Care III, Law Enforcement III, Industrial Technology II, Automotive Technology III, Building Maintenance III, Carpentry III, Electronics Technology III, Applied Biological Systems II, Photography, Construction, Nursing Assistant III, Aviation, Drafting Technology, Machine Tool Technology, Commercial Driver's License, Medical Terminology, Pharmacology, Radiology, Accounting, Law, Physical Therapy Aide III, Dental Technology, Education. Available by annual subscription only. NovaNET Learning, James Mattson, 800-768-0981. www.ncslearn.com/novanet

Syndistar. Technical assistance provider of educational materials. Interactive satellite seminars. Syndistar, 5801 River Road, New Orleans, LA 70123-5106, 800-841-9532

WebQuests: A Strategy for Scaffolding Higher Level Learning. edweb.sdsu.edu/webquest/necc98.htm